

Design Your Business Website

This form is designed to help you work out what you need from a business website, helping you determine what is important.

Tell us a little about your business...

Tell us what you do, what you sell and how to contact you.

Your business name:	
Summary of your business:	
Preferred website address: (e.g. http://www.productiveinbox.co.uk)	
What products and services do you provide to your customers:	
Your contact telephone / email:	
Your business address:	
What makes your business unique? (Your USP)	

Budget and Hosting

Let us know your budget and hosting requirements.

Do you have a budget for the website work?	Unknown / £0 to £300 / £300 to £1000 / £1000 +
Do you already have an email or website host? If so, who provides it?	
Would you like us to arrange hosting for you as part of your package?	YES / NO

What is the aim of the website?

What do you want to achieve with your website. Tick all that apply.

Provide brand awareness:	<input type="checkbox"/>	Advertise new product or service:	<input type="checkbox"/>
Advertise, provide product awareness:	<input type="checkbox"/>	Provide support / customer service facilities (e.g. file upload tool, knowledge base, articles etc...):	<input type="checkbox"/>
Sell online: (e-commerce shop with credit card payment)	<input type="checkbox"/>	Provide social networking facilities:	<input type="checkbox"/>
Entertainment: (e.g. online games, social networking etc...)	<input type="checkbox"/>		<input type="checkbox"/>

Website look and feel

How do you want your website to look? The website should be an extension of your existing business branding.

What colours would you like the website to use: (e.g. Sky Blue)	
What font style do you prefer?	Arial / Times New Roman / Verdana / Tahoma
List a few websites you like:	
List a few websites you don't like:	

What pages would you like on your website?

List the pages you would like on your website? Write in any additional pages you feel are required.

Home page:	<input checked="" type="checkbox"/>	Latest News / PR:	<input type="checkbox"/>
Contact Us:	<input type="checkbox"/>		<input type="checkbox"/>
About Us / What We Do:	<input type="checkbox"/>		<input type="checkbox"/>
Terms and Conditions:	<input type="checkbox"/>		<input type="checkbox"/>
Summary of services / Products:	<input type="checkbox"/>		<input type="checkbox"/>

Extra Features

Do you require extra features with your website? Extra features could include:

<p>Visitor Tracking: (See how many people visit your website)</p>		<p>Aftercare Support: (Monthly support to help you manage, market, update and run website)</p>	
<p>Contact Management: (The ability to edit the content on the website yourself)</p>		<p>Email Marketing: (Provide email marketing to your customers with matching look and feel)</p>	
<p>Book Appointments: (Allow visitors make an appointment booking)</p>		<p>Image Gallery: (Allow visitors browse through images of your products and services)</p>	
<p>Online Shop: (Sell your products online and take credit card payments)</p>		<p>Business Location Map: (Map of your location shown on the website)</p>	
<p>Social Network Integration: (Integrate your website into Blogger, LinkedIn, Twitter, Facebook etc...)</p>		<p>Provision of Images: (To provide stock images to support the content on your website)</p>	
<p>Customer Relationship Management: (Ability to manage your customers in a database)</p>		<p>Tell a Friend Form: (Allow a visitor recommend the website to a friend)</p>	
<p>File Upload Facility: (Allow customers to upload files to your website)</p>		<p>Email Signature: (Develop a matching email footer/signature on your email client which lists your website and logo)</p>	